

## SUMMARY OF EMPLOYEE BENEFITS

**Employees of the United States Courts are not covered by the Office of Personnel Management's civil service classifications or regulations. However, they are entitled to the same benefits as other federal government employees. For full-time employees some of these benefits are:**

- **Annual (vacation) leave** – Accrual of up to 13 days of paid vacation per year for the first three years of employment; thereafter, 20 or 26 days per year dependent upon length of federal service. The maximum number of hours to be carried over into the next leave year is 240 for every employee. Accrual formula per full leave period in pay status (two weeks):
  - 4 hours earned for less than 3 years of federal employment;
  - 6 hours earned for 3 years up to 15 years of service;
  - 8 hours earned for 15 or more years of federal service.
- **Sick leave** – Accrual of up to 13 days of paid sick leave per year. Accrual formula is 4 hours of sick leave earned for every full leave period in pay status (two weeks) with no maximum on the number of hours accrued. Sick leave benefits include components for Family Friendly Leave and the Family Medical Leave Act.
- Mandatory participation in the **federal retirement program** and/or **social security retirement** program.
- Optional enrollment in a federal employees **health insurance** program with a government contribution.
- Optional enrollment in a federal employees group **life insurance** program with a government contribution.
- Optional enrollment in the **Thrift Savings Plan (TSP)** with before-tax savings and tax-deferred investment earnings. The TSP is similar to 401k plans and entitles eligible employees to a 1% automatic government contribution. Eligible employees receive government matching for employee contributions of up to 5%.
- A minimum of 10 paid federal **holidays** per year.
- Scheduled **“Within Level” increases** (based on satisfactory performance).
- Time in service for current or former employees of other federal agencies, as well as time for military service, will be taken into consideration when computing employee benefits.
- Mandatory electronic deposit of salary payment.

**In addition, the Federal Judiciary offers supplemental benefits to its eligible employees (eligibility requirements vary):**

- Optional enrollment in an employee-paid group **dental and vision insurance** program.
- Optional enrollment in an employee-paid group **long-term disability insurance** program.
- Optional enrollment in an employee-paid group **long-term care insurance** program.
- Optional enrollment in a **flexible benefits** program (before-tax savings plans), including:
  - a Premium Payment Plan (for health insurance premiums);
  - a Health Care Reimbursement flexible spending account;
  - a Dependent Care Reimbursement flexible spending account.
- Optional enrollment in a **commuter reimbursement** program (before-tax savings plans) for mass transit and parking (and/or a transit subsidy program).
- Access to an **Employee Assistance Program (EAP)**.

The Ninth Circuit Library serves the judges and staff of the U.S. Courts in the Ninth Circuit Court of Appeals. The Ninth Circuit, headquartered in San Francisco, is the largest federal circuit court in the United States and has jurisdiction over nine western states, Guam, and the Northern Mariana Islands. The Ninth Circuit Library System consists of the headquarters library in San Francisco, 20 staffed branch libraries and numerous non-staffed library locations throughout the system.

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